

Chelan-Douglas Health District
200 Valley Mall Parkway
East Wenatchee, WA 98802
(509) 886-6400

Job Description

JOB TITLE: Region 7 Emergency Preparedness and Planning
Surveillance Epidemiologist

SUPERVISOR: Program Manager ☒ Exempt ☐ Non-Exempt

DEPARTMENT: Emergency Preparedness and Planning Program

SALARY: \$3,089 - \$3,942

GENERAL FUNCTIONS:

This position will work under the direction of the Region 7 Emergency Response Coordinator to develop a rapid, integrated regional disease surveillance and reporting system. Works with multiple health and emergency response agencies throughout the region, and with the State Department of Health to develop and implement a system of standardized disease detection, reporting and analysis. This is a professional epidemiologist position.

DISTINGUISHING CHARACTERISTICS:

Work is performed indoors in an office environment utilizing standard office equipment including personal computer and related software. Travel is required to locations throughout Region 7 and within the state of Washington.

TYPICAL WORK:

This position is expected to apply broad knowledge of the principles, practices, and current developments related to epidemiology, including data collection and analysis and communicable disease control throughout Region 7 and in concert with the other regional programs.

- Assists with development and maintenance of a region-wide system of disease related data collection and analysis as part of a bioterrorism illness surveillance team.
- Develops good working relationships with healthcare provider offices, labs and hospitals in the region in order to facilitate development of a surveillance system and collection of quality data.
- Performs comprehensive assessment throughout the region to identify existing disease surveillance resources and needs for any additional resources.

- Compiles, maintains, and analyzes health data and disease/illness reports.
- Reviews data results and reports for completeness and accuracy.
- Coordinates activities with public health staff working in a similar program area in the State Department of Health and other local public health agencies in Washington State.
- Reviews work on an ongoing basis with program manager.
- Write reports of epidemiological investigations and analyses of health-related data.
- Develops standard protocols used for evaluating local disease surveillance information.
- Provides and develops educational and skill development training pertaining to disease surveillance for local public health staff, and the health care community.
- Provides epidemiology support for outbreak investigation within the region to other local health departments/districts.
- Perform other duties as assigned.

KNOWLEDGE AND SKILLS

Knowledge of the field of assignment and physical ability sufficient to perform thoroughly and accurately the full scope of responsibility as illustrated by example in the above job description.

- Broad knowledge of principles, practices, current developments and techniques related to epidemiology.
- Broad knowledge of the facts relating to occurrence, control and prevention of infectious diseases.
- Broad knowledge of the principles and practices of public health.
- Broad knowledge of the principles and techniques used in investigation of disease outbreaks.
- Broad knowledge of conducting health surveys.
- Ability to develop and execute epidemiological studies and interpret results.
- Ability to gather, organize and present facts and statistical data in a clear concise and logical manner, both orally and in writing.
- Ability to develop, maintain, manipulate and statistically analyze databases of considerable size and complexity using a variety of computer programs, e.g. SPSS, STATA, VISTA.
- Ability to work in Windows environment with experience in MS Word, Excel, and Access.
- Ability to exercise initiative, tact, discretion and judgment in carrying out work.
- Ability to maintain effective working relationships with staff, other health district/departments, colleagues, public and private officials and community groups, and the general public.

- Manual dexterity and visual acuity to operate a personal computer and peripherals.
- Ability to drive an automobile.
- Ability to lift and carry up to 40 pounds.
- Sufficient hearing and speech ability to communicate orally.
- Ability to respond to telephone inquiries.

MINIMUM QUALIFICATIONS

- A master's degree in epidemiology or a master's degree in public health or closely related field plus one year of work experience in epidemiology or a closely-related field
- OR**
- A bachelor's degree in a science or health related field supplemented by formal postgraduate course work in epidemiology and biostatistics, and two years of work experience in epidemiology or a closely-related field.
 - Experience in a communicable disease control area.
 - At least two years of work experience in a public health agency.
 - Requires a valid Washington State driver's license and a driving record acceptable to the District's insurance carrier.
 - Requires a Washington State Patrol background check.

Chelan-Douglas Health District is an Equal Opportunity Employer